



**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING
WEDNESDAY, MAY 26, 2021 – 3:00 P.M.**

BOARD MEMBERS PRESENT: Austin Black
David Blaszkiewicz
Ehrlich Crain
Melvin Hollowell
Richard Hosey
James Jenkins
John Naglick
Nicole Sherard-Freeman

BOARD MEMBERS ABSENT: Marvin Beatty
Sonya Delley
Steve Ogden

OTHERS PRESENT: Cora Capler (DEGC/DDA)
Malinda Jensen (DEGC/DDA)
Paul Kako (DEGC/DDA)
Jennifer Kanalos (DEGC/DDA)
Rayna Ketchum
Glen Long, Jr. (DEGC/DDA)
Mrinalini
Rebecca Navin (DEGC/DDA)
Nevan Shokar (DEGC/DDA)



**MINUTES OF THE DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING
WEDNESDAY, MAY 26, 2021
ZOOM VIRTUAL MEETING – 3:00 P.M.**

GENERAL

Call to Order

Chairperson Sherard-Freeman called the regular meeting of the Downtown Development Authority Board of Directors to order at 3:02 p.m. Roll call was conducted, and a quorum was established.

Approval of Minutes

Ms. Sherard-Freeman asked if there were any additions, deletions, or corrections to the minutes of the May 12, 2021 Regular Board meeting. Hearing none, the Board took the following action:

Mr. Hollowell made a motion approving the May 12, 2021 minutes, as written. Mr. Hosey seconded the motion. A roll call was conducted with the following result:

Ayes: Mr. Black, Mr. Blaszkiwicz, Mr. Crain, Mr. Hollowell, Mr. Hosey, Mr. Jenkins, Mr. Naglick, Ms. Sherard-Freeman

Nays: None.

DDA Resolution Code 20-05-02-636 was approved.

Receipt of Treasurer's Report April 2021

Mr. Naglick reviewed the Treasurer's Reports of Receipts and Disbursements for the Month of April 2021 and responded to questions. Subsequent to the discussion, the Board took the following action:

Mr. Jenkins made a motion approving the April 2021 Treasurer's Report, as presented. Mr. Blaszkiwicz seconded the motion. A roll call vote was conducted with the following result: April 2021 Treasurer's Report was approved.

Ayes: Mr. Black, Mr. Blaszkiwicz, Mr. Crain, Mr. Hollowell, Mr. Hosey, Mr. Jenkins, Mr. Naglick, Ms. Sherard-Freeman

Nays: None.

DDA Resolution Code 20-05-03-521 was approved.

ADMINISTRATION

DDA Budget for FY 2021-22

Ms. Kanalos advised that pursuant to Article 228, Act 57, DDA staff has prepared the attached DDA budget for FY 2021-22 Downtown Development Authority's General Fund Budget for your review prior to its submission to the City Council for its approval.



The amount of funds available from the one mill tax for FY 2021-22 has been estimated at \$1,050,000, net of collection delinquencies and reserves for tax settlements representing no change from the FY 2020-21 budget. Due to current projections, Earnings on Investments for FY 2021-22 is estimated at \$25,000, representing a \$75,000 decrease from FY 2020-21. Transfer from the DDA's Tax Increment Fund will remain unchanged from the 2020-21 budgeted allocation of \$750,000.

The FY 2021-22 budget reflects revenues of \$800,000 to be generated from the parking operations, representing no change in parking revenues from the FY 2020-21. Other/Events Center Revenues are estimated at \$15,000, also representing no change from FY 2020-21. A Fund balance transfer of \$350,000 represents an expected accumulation of expenses over revenues.

On the appropriations side, contractual services of \$1,940,000, reflects no increase from FY 2020-21. The budgeted amount of \$550,000 for professional services and fees, inclusive of a \$10,000 expense for Computer Support, represents no change from FY 2020-21. There is a \$25,000 decrease related to parking operations for FY 2021-22 because the DDA is no longer managing surface parking lots. Finally, \$500,000 of allocated funds for Special Projects and Contingencies for FY 2021-22 remains the same as FY 2020-21.

A resolution was included for the Board's review and authorization of the DDA staff to submit the DDA budget for FY 2021-22 to City Council for its approval, in accordance with Section 228(1) of Act 57, Public Acts of Michigan, prior to its adoption by the DDA Board.

Ms. Kanalos advised that the DDA Finance Committee met, reviewed the budget in detail and recommended approval by the Board.

Mr. Naglick advised that as a member of the Finance Committee, he supports the budget as presented and is prepared to make a motion.

Subsequent to the discussion, the Board took the following action:

Mr. Naglick made a motion approving the DDA FY 2021-22 Budget, as presented. Mr. Hollowell seconded the motion. A roll call vote was conducted with the following result:
Ayes: Mr. Black, Mr. Blaszkiewicz, Mr. Crain, Mr. Hollowell, Mr. Hosey, Mr. Jenkins, Mr. Naglick, Ms. Sherard-Freeman
Nays: None.
DDA Resolution Code 21-05-01-461 was approved.

Renewal of DDA/DEGC Agreement for 2020-2021

Ms. Kanalos reported that the present term of the contract dated July 1, 2021 (the "Contract") between the Downtown Development Authority (the "DDA") and the Detroit Economic Growth Corporation (the "DEGC") will expire June 30, 2021.

Article II of the Contract provides that the Contract may be renewed and extended for additional twelve (12) month periods upon delivery of a written notice by DDA to the DEGC on or before the



ninetieth (90th) day prior to the end of the Contract term, provided such renewal is accepted by DEGC prior to the end of such term.

Included for your consideration is a resolution that authorizes execution of the DDA/DEGC Contract included as Exhibit "A" in an amount not to exceed One Million, Nine Hundred Thousand and 00/100 (\$1,900,000.00) Dollars, to expire June 30, 2022.

Mr. Hollowell asked why the DDA has an intergovernmental agreement with the DEGC. Ms. Navin responded noting that DEGC is a non-profit organization not a governmental entity and this is a professional services agreement that allows the DEGC to staff the DDA.

Subsequent to a discussion, the Board took the following action:

Mr. Hollowell made a motion approving the DDA FY 2021-22 agreement with DEGC, as presented. Mr. Blaszkiewicz seconded the motion. A roll call vote was conducted with the following result:

Ayes: Mr. Black, Mr. Blaszkiewicz, Mr. Crain, Mr. Hollowell, Mr. Hosey, Mr. Jenkins, Mr. Naglick, Ms. Sherard-Freeman

Nays: None.

DDA Resolution Code 21-05-01-462 was approved.

DDA Regular Board Meeting Dates for FY 2021-22

Ms. Kanalos advised that a resolution adopting a schedule indicating dates of the DDA Board's regular meetings for the fiscal year 2021-22 is attached to the memorandum for the Board's review and approval.

Subsequent to the discussion, the Board took the following action:

Mr. Crain made a motion approving the DDA FY 2021-22 Calendar as presented. Mr. Jenkins seconded the motion. A roll call vote was conducted with the following result:

Ayes: Mr. Black, Mr. Blaszkiewicz, Mr. Crain, Mr. Hollowell, Mr. Hosey, Mr. Jenkins, Mr. Naglick, Ms. Sherard-Freeman

Nays: None.

DDA Resolution Code 21-05-01-463 was approved.

OTHER BUSINESS

Ms. Jensen asked that the Treasurer's Report April 2021 be displayed again so that members of the public are given an opportunity to review the report.

PUBLIC COMMENT

None.



ADJOURNMENT

On a motion by Mr. Hollowell, seconded by Mr. Jenkins, Ms. Sherard-Freeman adjourned the meeting at 3:21 p.m.



CODE DDA 21-05-02-636

APPROVAL OF MINUTES OF MAY 12, 2021

RESOLVED that the minutes of the regular meeting of May 12, 2021, are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Downtown Development Authority.

May 26, 2021



CODE DDA 21-05-03-521

RECEIPT OF TREASURER'S REPORT FOR APRIL 2021

RESOLVED, that the Treasurer's Report of Receipts and Disbursements for the period ending April 30, 2021, as presented at this meeting, is hereby in all respects received by the Downtown Development Authority.

May 26, 2021



CODE DDA 21-05-01-461

ADMINISTRATION: APPROVAL OF BUDGET FY 2021-22

WHEREAS, Section 228(1) of the Recodified Tax Increment Financing Act 57, as amended, requires the City of Detroit Downtown Development Authority (the “DDA”) to prepare a budget (the “Budget”) for the operation of the DDA for each fiscal year; and

WHEREAS, said Budget must be prepared in a manner and contain the information required of the municipal departments of the City of Detroit; and

WHEREAS, said Budget must be approved by the Detroit City Council prior to its adoption by the DDA Board of Directors; and

WHEREAS, the DDA Staff has prepared the attached DDA Budget for Fiscal Year 2021-22 (Exhibit “A”).

NOW, THEREFORE, BE IT RESOLVED, that the DDA Board of Directors hereby authorizes the DDA staff to submit the FY 2021-22 Budget to the Detroit City Council for approval, in accordance with Section 228(1) of Act 57, Public Acts of Michigan, 2018, prior to its adoption by the DDA Board.

May 26, 2021



CODE DDA 21-05-01-462

ADMINISTRATION: RENEWAL OF DDA/DEGC PROFESSIONAL SERVICES AGREEMENT FOR 2021-22

WHEREAS, the present term of the professional services contract (the "Contract"), dated July 1, 2020, by and between the Detroit Economic Growth Corporation (the "DEGC") and the City of Detroit Downtown Development Authority (the "DDA") will expire on June 30, 2021; and

WHEREAS the DDA desires to extend the term of the Contract for an additional renewal term of twelve (12) months, commencing on July 1, 2021 and expiring on June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the DDA hereby approves the execution of a contract (the "Contract") substantially in the form of Exhibit "A" attached hereto for FY 2021-2022 and further authorizes any two of its Officers or any two of its Authorized Agents or any one Officer and any one Authorized Agent to execute the Contract for an amount not to exceed One Million, Nine Hundred Thousand and 00/100 (\$1,900,000.00) Dollars and extending its term from July 1, 2021 through June 30, 2022.

BE IT FINALLY RESOLVED that the DDA Treasurer is hereby authorized to pay to DEGC, out of the General Fund, up to One Million, Nine Hundred Thousand and 00/100 (\$1,900,000.00) Dollars for the proper performance of the services under the terms of the Contract.

May 26, 2021



CODE DDA 21-05-01-463

ADMINISTRATION: SCHEDULE OF REGULAR DDA MEETINGS FOR FY 2021-22

RESOLVED that the Board of Directors of the Downtown Development Authority (the “DDA”) hereby adopts the following as its schedule of regular meetings for its fiscal year beginning July 1, 2021, and ending June 30, 2022. Unless otherwise posted, such meetings will be held on the **second and fourth Wednesday of each month at 3:00 P.M.** in the offices of the DEGC, 500 Griswold Street, Suite 2200, Conference Room A, as follows:

2021

July 14, 2021
July 28, 2021
August 11, 2021
August 25, 2021
September 8, 2021
September 22, 2021
October 13, 2021
October 27, 2021
November 10, 2021
November 17, 2021*
December 1, 2021*
December 15, 2021*

2022

January 12, 2022
January 26, 2022
February 9, 2022
February 23, 2022
March 9, 2022
March 23, 2022
April 13, 2022
April 27, 2022
May 11, 2022
May 25, 2022
June 8, 2022
June 22, 2022

*Due to a holiday, these meeting dates vary from the regular schedule.

May 26, 2021